CIO COUNCIL MEETING MINUTES
February 22, 2006
Albert Coates Building

Attendees: Randy Barnes (Revenue), Mark Paxton (DOT), Bill Golden (Treasurer), Ben McLawhorn (OSC), Jae Kim (DCR), Bob Brinson (Correction), Joel Sigmon (State Budget), Smitty Locklear (DOA), Michael Guilford (OAH), Larry Brewer (Insurance), Jane Price (Agriculture), Doc Howell (NC State Ports), Bruce Garner (Sec. of State), Nancy Lowe (Justice), Julie Batchelor (OSC), Lenny Superville (OSA), David Keys (Correction), Carol Marin (DOC), Jim Dolan (OSBM), Jonathan Womer (OSBM), Don Nattress (OSP), Chris Spencer (Oracle), Joanne Wise (Ciber), Ed Pratt (HCS Systems), Keith Werner (Gartner), Tim Galante (Analysts International), Tanya Stauffer (Analysts International).

Chairman Randy Barnes convened the meeting at 10:07 AM.

The minutes from the January 2006 CIOC meeting were approved after a minor correction by Julie Batchelor.

Council member introductions were done for the benefit of State Auditor Les Merritt.

Announcements:
The IT Advisory Board is chaired by Secretary Norris Tolson. He is on the calendar for the March 29 meeting to talk about the role of the Advisory Board,

The next NCTA roundtable discussion will be on March 22, at 2:00 at the offices of Alphanumeric on Wake Forest Rd. The presenters scheduled this month are Julia Batchelor, Mark Paxton and Karen Tomczak. All CIOs were encouraged to attend. Feedback indicates that it is very beneficial to hear what others are doing.

Doc Powell from the Wilmington Port Authority was introduced as a new CIOC member.

Smitty Locklear noted that Jane Price is now the new CIO for the Department of Agriculture.

Randy Barnes introduced State Auditor Les Merritt to talk on IT and the Office of the State Auditor. Auditor Merritt started out by saying that he was not an IT guru, but understood that IT drives the whole train and has an impact on all we do. He indicated that the CIOC should play a big part and steer IT for the State. Mr. Merritt said that over the past year he had done a lot of reading of SB 991 and the interpretation of it and understands that it will have a big impact for all state agencies especially in the area of IT consolidation. In terms of IT projects, he sees the Office of the State Auditor as being a checks and balance solution. He prefers to head off problems rather than fix them down the road. Many IT projects involve large sums of money and have big impacts. When one goes bad, it can cost the State a lot. You have to know when to pull the plug. Mr. Merritt supports having CIOs reporting to the Agency Head or Chief Operating Officer. CIOs should be talking with the Agency head and ITS to make sure projects don't go wrong, stay on track and in the communications loop. You can follow projects through the (Application Portfolio Management) tool and have an opportunity to ask questions before something goes wrong.

When asked if he had a time frame for performance audits, he replied that he is not looking at it as a formal audit. He wants to be proactive and measure them as they go along; more of a performance measure than a performance audit. He does not see a formal document of the Auditor's role at this point, but indicated that as we move forward it will be more formal. However, he does not want it to be so formal that there will be no flexibility. When asked if there was a responsibility on the part of the agency to contact the State Auditor's office or will they contact the agency, he indicated the agency would work with ITS and the State Auditor's Office would look at projects through the PM tool. There is no obligation, but he encouraged agencies to contact his office for help and they would be glad to look at projects and advise on it or for questions and help.

Jonathan Womer was introduced to speak on the OSBM Survey Report. OSBM produced a plan and asked for all sorts of data and gave recommendations on IT Management and consolidation. They are currently looking at IT consolidation in the Governor's Office, Lt. Governor's Office, OSBM, OSP and Administration as a pilot phase by the end of the summer. They will be looking at network operations, security operations and desktop management. The pilot team is going through their operations and looking at what can be gained by consolidation and see what we can learn from it. They should be starting with other Departments by the end of the year. They will be looking for greater efficiency and better security and will be gathering data from the UMT Tool. OSBM is still reviewing contract conversions and IT purchasing. He indicated that the report showed that we were spending 6% less on IT than government sectors as a whole. When asked if consolidation will result in lots of outdated equipment, he indicated that we will see a range of equipment, that consolidation will use newer equipment and get rid of the old. He further indicated that they would be doing a measured phase approach and looking at that can and cannot be shared. Randy stated that it was important that we know what is going on. Jim Dolan replied that they now have a web site for the consolidation and will send that information out to the CIOC. When asked if there was a plan to look at the Council of State agencies for consolidation, Mr. Womer replied that after the initial pilot, they would be looking at the Cabinet agencies first, then the Council of State agencies.

Don Nattress from OSP led a discussion on Career Banding. He indicated that OSP is better organized now and apologized for OSP not having a lot of resources to start with. Everyone has their competencies set up. They are now doing measures of work, listing examples of work showing how you use the competencies. He suggests getting together in groups and come up with examples of work. He does not want to end up with a lot of competency appeals. When asked if new job descriptions were necessary, he replied that it was not a requirement. Mr. Nattress indicated that they had done some initial analysis and it appeared some ranges do not look right. He cited the example of the Business and Technology Applications Technician came out higher than the Business and Technology Applications Analysts. They are now looking at the ranges.

When asked if any thought had been given to measures for evaluating employees on a global basis rather than local and if there was any standardization, he replied that it would be a good thing to do, but there are a lot of variables from one agency to another.

A workgroup was formed to look at competencies and work examples. This group consists of Julie Batchelor (Chair), Nancy Lowe, Lenny Superville and Mark Paxton.

Nancy Lowe did not have a training update but indicated that she would send out an updated chart. She also asked that anyone having in-house classes to also let the other agencies know.

There was no other business so the meeting was adjourned.